



UPU  
UNIVERSAL  
POSTAL  
UNION

International Bureau  
Weltpoststrasse 4  
P.O. Box  
3000 BERNE 15  
SWITZERLAND  
  
T +41 31 350 31 11  
F +41 31 350 31 10  
www.upu.int

To: Union member countries  
Designated operators  
Members of the Consultative  
Committee  
Restricted unions

Contact: Ms Won-ja Lee  
T +41 31 350 33 95  
won-ja.lee@upu.int

Berne, 19 April 2012

**Reference:** 2210(DER.OTAR)1041

**Subject:** 25th Congress timetable and agendas of Congress committees

Dear Sir/Madam,

A number of member countries, wishing to finalize the composition of their delegations to Congress and the dates when their specialists should be available in Doha to attend the different committee meetings, have asked the International Bureau when the draft agendas of Congress committees will be made available, and have requested details of the order of discussion of various agenda items.

The International Bureau will draw up the agendas and orders of discussion in consultation with the chairmen of the various committees in due course. The first draft committee agendas will be distributed in June 2012.

/ In the meantime, I am attaching the revised Congress timetable (Congress-Doc 2.Rev 1), and a document setting out the responsibilities and the provisional business programme of the Congress committees. I hope this information will be of help in deciding on the composition of your delegation and the duration of your delegates' stay in Doha.

The International Bureau will be happy to assist any member country wishing to obtain details about specific points concerning the work of any particular committee or committees.

Yours faithfully,

Edouard Dayan  
Director General



## 25th Congress – Timetable of meetings

<b>1</b>	<b>⌚</b>	<b>Hall 1</b> Max. 8 languages = FR, EN, RU, SP, AR, CN, JA, PO, or as indicated	<b>Hall 2</b> Max. 8 languages = FR, EN, RU, SP, AR, CN, JA, PO, or as indicated
<b>Monday, 24 September</b>	9.30–12.30	(Registration)	
	15.00–18.00	Opening Plenary	
<b>Tuesday, 25 September</b>	9.30–12.30	C 3 (General Matters) 1/5	
	15.00–18.00	C 5 (Economic Issues) 1/5	C 6 (Postal Payment Services) 1/2
<b>Wednesday, 26 September</b>	9.30–12.30	C 3 (General Matters) 2/5	
	15.00–18.00	C 4 (Regulatory Issues) 1/4	C 7 (Postal Markets and Products) 1/5
<b>Thursday, 27 September</b>	9.30–12.30	C 3 (General Matters) 3/5	
	15.00–18.00	C 5 (Economic Issues) 2/5	C 6 (Postal Payment Services) 2/2 / C 9 (Drafting)
<b>Friday, 28 September</b>			
<b>Saturday, 29 September</b>			
<b>Sunday, 30 September</b>	9.30–12.30	C 3 (General Matters) 4/5	
	15.00–18.00	C 5 (Economic Issues) 3/5	C 7 (Postal Markets and Products) 2/5
<b>Monday, 1 October</b>	9.30–12.30	C 3 (General Matters) 5/5	
	15.00–18.00	C 4 (Regulatory Issues) 2/4	C 7 (Postal Markets and Products) 3/5
<b>Tuesday, 2 October</b>	9.30–12.30	C 5 (Economic Issues) 4/5	C 7 (Postal Markets and Products) 4/5
	15.00–18.00	C 4 (Regulatory Issues) 3/4	C 8 (Development Cooperation) 1/3 / C 9 (Drafting)
<b>Wednesday, 3 October</b>	9.30–12.30	C 5 (Economic Issues) 5/5	C 7 (Postal Markets and Products) 5/5
	15.00–18.00	C 4 (Regulatory Issues) 4/4	C 8 (Development Cooperation) 2/3
<b>Thursday, 4 October</b>	9.30–12.30	C 2 (Finance) 1/2	C 8 (Development Cooperation) 3/3 / C 1 (Credentials)
	15.00–18.00	C 2 (Finance) 2/2	EMS Cooperative
<b>Friday, 5 October</b>			
<b>Saturday, 6 October</b>			
<b>Sunday, 7 October</b>	9.30–12.30	Plenary	
	15.00–18.00	Plenary	Telematics Cooperative/C 9 (Drafting)
<b>Monday, 8 October</b>	9.30–12.30	Plenary (high-level Ministerial Plenary)	
	15.00–18.00	Plenary (high-level Ministerial Plenary)	
<b>Tuesday, 9 October</b>	9.30–12.30	Plenary	
	15.00–18.00	Plenary	C 1 (Credentials)
<b>Wednesday, 10 October</b>	9.30–12.30	Plenary (elections)	
	13.00–18.00	Plenary (elections)	
<b>Thursday, 11 October</b>	9.30–12.30	Plenary	
	15.00–18.00	Plenary	Signing of the Acts

1	⌚	<b>Hall 1</b> Max. 8 languages = FR, EN, RU, SP, AR, CN, JA, PO, or as indicated	<b>Hall 2</b> Max. 8 languages = FR, EN, RU, SP, AR, CN, JA, PO, or as indicated
<b>Friday, 12 October</b>			
<b>Saturday, 13 October</b>			
<b>Sunday, 14 October</b>	9.30–12.30	Closing Plenary	Signing of the Acts
	15.00–18.00	CA constituent meeting	Signing of the Acts
<b>Monday, 15 October</b>	9.30–12.30	POC constituent meeting	Signing of the Acts
	15.00–16.30	CC constituent meeting	

**N.B. –** The Plenary may have 12 sittings and the Committees (except Drafting and Credentials) may need from 25 to 28 sittings. Committee 3 should normally require no parallel meetings.





## 25th Congress

### Responsibilities and tentative order of discussions of the Congress committees

<i>Committee</i>	<i>Responsibilities</i>	<i>Tentative order of discussions</i>
C 1 – Credentials	Verification of delegates' credentials to ensure that they are in order according to the UPU rules.	Two sittings: 4 and 9 October in the evening after the regular meeting hours
C 2 – Finance	<ul style="list-style-type: none"><li>– Congress–Doc 35 – Report on the finances of the Union</li><li>– Congress–Doc 36 – Changes in member countries' contribution classes</li><li>– Congress–Doc 38 – Summary of the Programme and Budget impact statements</li></ul>	Full-day meeting (two sittings) on 4 October
C 3 – General Matters and Structure of the Union	<p>UPU reform issues, management of the work of the Union, UPU arbitration rules, relations with the UN and other international organizations, UPU conference on postal regulations, proposals concerning the universal postal service, recast of the Acts of the Union, relations with the restricted unions, basic rules concerning the organization of the user-funded subsidiary bodies of the Union, issues related to extraterritorial offices of exchange, interconnectivity and multiple designated operators, questions concerning the permanent Convention, the general revision of the Convention and its Regulations to make the POC a more efficient and swifter decision-making body, the CA and POC structures for the cycle 2013–2016, all the proposals to modify the Constitution, the General Regulations and the Rules of Procedure, etc.</p> <p>Congress–Docs 11, 17 and 18</p>	<p>Five sittings: 25, 26, 27, 30 September and 1 October (9.30–12.30)</p> <p>The draft agenda has yet to be drawn up. However, Congress–Doc 18 and all the proposals concerning the Rules of Procedure which would affect Congress proceedings will be considered on 25 September.</p>
C 4 – Convention: Regulatory Issues	<p>Proposals to modify articles, in principle, in parts I and II of the Convention, which include questions concerning freedom of transit, postage stamps, liability, admissible radioactive materials and biological materials and lithium batteries, reservations, etc.</p> <p>Congress–Doc 12</p>	<p>Four sittings: 26 September and 1, 2 and 3 October (15.00–18.00)</p>

<i>Committee</i>	<i>Responsibilities</i>	<i>Tentative order of discussions</i>
C 5 – Convention: Economic Issues	Proposals concerning the UPU terminal dues system, including the country classification for terminal dues and the Quality of Service Fund, questions relating to quality of service, posting abroad of letter-post items, transit charges and air conveyance dues, charges including customs duty and other fees, postal accounts, etc.  Congress–Docs 20a, 20b and 20c	Five sittings: 25, 27 and 30 September (15.00–18.00) and 2 and 3 October (9.30–12.30)
C 6 – Postal Payment Services	Report on Postal Operations Council activities relating to postal financial services, the future plan and strategy to develop and promote these services, and proposals to modify the Postal Payment Services Agreement.  Congress–Doc 26	Two sittings: 25 and 27 September (15.00–18.00)
C 7 – Postal Markets and Products	Development of postal markets, direct mail marketing, e-services, .post project, EMS, telematics, letters and parcels (non-treaty aspects), philately and supply chain issues such as quality, standards, addressing, postal security, customs, transport and air-mail, and relations with IATA, ICAO and WCO, etc.  Congress–Docs 19, 20, 21, 22, 23, 23a, 23b, 23c, 23d, 27 and 28	Five sittings: 26, 30 September and 1 October (15.00–18.00), and 2 and 3 October (9.30–12.30)
C 8 – Development Cooperation	Review and future plan concerning UPU development cooperation, the UPU Emergency and Solidarity Fund, the Quality Service Fund (work of the QSF Board, implementation and evaluation).  Congress–Docs 29, 29a, 29b, 29c and 30	Two sittings: 3 October (15.00–18.00) and 4 October (9.30–12.30)
C 9 – Drafting	Ensure consistency and harmonization of the languages and terms used in the different proposals approved by Congress committees, without changing the substance of the proposals approved by committees.	Three sittings in principle: 27 September and 2 and 7 October, before or after the regular meeting hours.